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EFFECTIVE DATE OF PAY ADJUSTMENTS 3 JULY 1966

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IN ACCORDANCE WITH THE PROVISIONS OF RUBLIC LAW 870793 AND DCI EFFECTIVE 9 JANUARY 1944.

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IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC LANDON DATES I AUGUST 1984 . SALARY IS EFFECTIVE 14 OCTOBER 1962

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ADJUSTMENT OF SALARY RATE IN ACCORDANCE WITH THE SCHEDULES OF THE GOVERNMENT EMPLOYEES SALARY REFORM ACT OF 1964 PURSUANT TO THE AUTHORITY OF THE DIRECTOR OF CENTRAL INTELLIGENCE AS PROVIDED IN THE CENTRAL INTELLIGENCE AGENCY ACT OF 1949, AS AMENDED, AND POLICY DIRECTIVE ISSUED BY THE ACTING DIRECTOR OF CENTRAL INTELLIGENCE DATED 8 OCTOBER 1962.

BALARY CONVERTED TO RATE SHOWN FOR INDIVIDUAL'S GRADE AND STEP AS INDICATED IN CHART BELOW:

GENERAL SCHEDULE RATES Federal Employees Salary Act of 1964

G 77 4 77 77			Per A	nnum	Rates	and	Steps			
GRADE -	1	2	3	4	5	6	7	8	9	10
GS- 1	\$3,385	\$3,500	\$3,615	\$3,730	\$3,845	\$3,960	\$4,075	\$4,190	\$4,305	\$4,420
GS- 2	3,680	3,805	3,930			4,305	4,430	4,555	4,680	4,805
GS- 3	4,005	4,140	4,275	4,410	4,545	4,680	4,815	4,950	5,085	5,220
GS- 4	4,480	4,630	4,780	4,930	5,080	5,230	5,380	5,530	5,680	5,830
GS- 5	5,000	5,165	5,330	5,495	5,660	5.825	5,990	6,155	6,320	6,485
GS- 6	5,505	5,690	5,875	6,060	6,245	6,430	8,615	6,800	6,985	7,170
GS- 7	6,050	6,250	6,450	6,650	6.850	7.050	7.250	7,450	7,650	7,850
GS-8	6,630	6,850	7,070	7,290	7,510	7,730	7,950	8,170	8,399	8,610
GS- 9	7,220	7,465	7.710	7.955	8,200	8.445	8.690	8,935	9.180	9.425
GS-10	7,900	8,170	8.440	8,710	8,980	9,250	9,520	9,790	10.060	10,330
Ğ\$-11	8,650	8.945	9.240	9,535	9.830	10.125	10.420	10.715	11,010	11,305
GS-12	10.250	10,605	10.960	11.315	11.670	12.025	12,380	12,735	13,090	13,445
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SECTION C	NARRATIVE COMMEN	TS OF STREET STREET
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SECTION D	CERTIFICATION AND COMM	FNTS
1.	BY EMPLOYEE	CHI (II)
	ERTIFY THAT I HAVE SEEN SECTIONS A. B. AN	D C OF THIS REPORT
DATE	SIGNATURE OF EMPLOYEE	
3 June 65	Robert T. S	Shaw /s/
2.	BY SUPERVISOR	
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO E	MPLOYEE, GIVE EXPLANATION
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED HAME AND SIGNATURE
3 June 65	Operations Officer	David A. Phillips /a/
OMMENTS OF REVIEWING OFFICIAL	BY REVIEWING OFFICIAL	
Para 2 of covering	dispatch HPHT 5493 in its entitlete agreement with this excelled be promoted to GS-15.	
ATR	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPEO OR PRINTED NAME AND SIGNATURE
3 June 65	cos	Winston M. Scott /s/
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6 September 1966

SUBJECT: Memorandum in Lieu of Final Fitness Report on Robert T. Shaw

ls under (PCS) transfer to the position of COS, Managua, and is scheduled to depart Mexico City on or about 17 September 1966.

2. This memorandum is to report that has continued to perform duties assigned to him at the Mexico City Station in the same exceptional manner reported in HMMT-65-16 in which he was rated as outstanding for the year April 1965-April 1966. His duties have been the same as reported in HMMT-65-16 and a detailed report on his performance would be a repetition of his previous report.

3. It is again recommended that the promoted to GS-15 in view of his performance and qualifications.

RATING OFFICER;

Winston M. Scott/s/

EMPLOYEE:

(6 September 1966)
R Robert T. Shaw /s/

Employee Number: 055495

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lar atteni	ion to full	expl	oitation of	Suc	ch assets.	_	ひょうん	
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excellent Spani	sh, an essential in the	position he has occupied.
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representatives	abroad.	
Subject cou	ld assume command of a s	itation and he would make an
excellent Chief	of Station in the opini	on of the rating officer.
it is again	recommended that this c	officer be promoted to GS-15.
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SECTION D	CERTIFICATION AND CO	MMENTS
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21 April 1966 2.	/s/ Robert T. Shaw 8Y SUPERVISOR	TO EMPLOYEE, GIVE EXPLANATION
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21 April 1966 2. MONTHS EMPLOYEE HAS BEEN UNGER MY SUPERVISION	/S/ Robert T. Shaw BY SUPERVISOR IF THIS REPORT HAS NOT BEEN SHOWN	
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Section C (Continued)

Overall, this officer is still turning in a perforance of high quality under difficult conditions and is a distinct asset to the Station.

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ECTION C	NARRATIYE	

Indicate eignificant strengths or main nesses demonstrated in current position keeping in proper perspective their relationship to averall performance. State evigences made for improvement of more performance. Give recommendations for training. Comment on foreign language compensace, it required for current position. Amplify or explain ratings given in Section 8 to provide best basis for determining future personnal action. Mannet of performance of managerial or supervisory duties must be described. If applicable.

Mr. Show did as excellent job of course planning and personal supervision as a supervisor of instruction in the field of operational tradecraft. He is a first-rate spark plug and idea man, with good talent as a speaker, teacher and student counselor. His field experience, exthusias and loyalty have made him a particularly valuable member of the Operations Branch Staff

In addition to his duties in the Operations Branch, Mr. Shaw also participated in the training of infiltration teams for Task Force W, using the Spanish language.

SECTION D	CERTIFICATION AND COMMENTS	
1.	BY EMPLOYEE	
,	CESTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT	
30 January 1963	EVENATURE OF EMPLOYEE SOLO AUT	
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28 January 1963	Chief, Operations Branch	
3.	BY REVIEWING OFFICIAL	
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Pre 1963 Fetness Rots

Post 1966 Training



DEPARTMENT OF STATE FOREIGN SERVICE INSTITUTE WASHINGTON

June 28, 1966

Priday we received your grade from the United States Department of Agriculture Graduate School in Modern Supervisory Practice.

We wish to congratulate you on making an A+ in the course. To my knowledge, this is the limit A+ received in any correspondence study course to be taken by Department personnel.

We trust that the course will be useful to you--and again congratulations.

Sincerely,

Evert T. Little

Chief

Extension Training Division

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June 3, 1965

EMPASSY MEMORANDUM

TO : All F80s, F8Ss and F8Rs in Maxico City

FROM .: Ralph Scarritt, Administrative Officer

SUBJECT: FOREIGN SERVICE INSTITUTE: Correspondence Course in Modern
Supervisory Practice, Number 2050

F. : CA-12771 deted May 28, 1965

Following is the text of the referenced communication:

The Extension Training Division of the Foreign Service Institute is offering for the first time a correspondence course MODERN SUPERVISORY PRACTICAL.

The course is recommended for supervisors at all levels. It has been developed by W. R. Ven Lersal, N.A. Derg and J. B. Rogers of the United States Department of Agriculture Graduate School. Dr. Van Dersal is a regular lecturer and discussion leader for management classes at the Foreign Service Institute and is nightly recommended by FSI as a valued contributor to their programs and have the latest and ideas.

The authors have conducted supervisory training all over the United States for thousands of employees. They are experienced with the Correspondence method.

The average student will devote a total of 160: ... to the course, which consists of 16 units and for which 2 credits are given. The course should be completed within twelve months of receipt of the first lesson.

The follow g is quoted from the course brochure, giving brief contents of each unit:

- "1. WORKING WITH PROPIE. Badic Frinciples.
- ORGANIZATION. The organization chart. Supervisory ratios. Span of control. Line and staff. Handling rapid expansion. Basic principles. How to judge a good organization.
- COMMUNICATIVES I. Conferences: Lamining and uses.
 Effective use of speal is and discussion. Making one's own tribuse persuactve. Problem solving. Efficient listening.

4. COMMUNICATIONS

- 4. COMMUNICATIONS 2. Formal and informal communication channels. The grapevine. How to read better and faster. How to write more effectively. Testing your ewn writing.
- MOTIVATION. Basic principles. Drives, motives, and incentives. Selecting responses to reinforce. The pattern of successful motivation. Testing effectiveness of programs.
- 6. SUPERVISION--RASIC PRINCIPLES FOR LINE OPERATORS AND MANAGERS. Inducting new employees. Seven principles of supervision. The Scanlon Plan. Using authority constructively. Praise versus punishment.
- 7. GENERAL PRINCIPLES FOR STAFF OPERATORS. Staff functions.
 Line-staff relationships. Gaining acceptance. Getting the most value from staff officers. Effective consulting.
- 8. SUPERVISORY TECHNIQUES. Handling problem employees. What to do when personal problems affect work.
- 9. TRAINING. Training responsibilities of supervisors. How to plan training programs. Training new employees. The supervisor's own career development program. Handling training during rapid expansion. Justifying training time.
- PARTICIPATION. When and how to use participation in planning and decision making. Setting guideposts and limits.
- 11. THE DECISION MAKING PROCESS. Eight steps to better decisions. Decisions making as a learned skill. How to train yourself to make better decisions.
- 12. WORKLOAD AND ITS RELATION TO STAFFING. Workload analyses. Work plans. Short and long term schedules. Work-improvement studies. Staffing patterns and workload.
- PLANNING, SCHEDULING, ORGANIZING. Easic principles. Steps in planning. Making and using schedules. Evaluation for better time-use.
- 14. QUALITY AND QUANTITY CONTROL-INCLUDING INSPECTIONS.

 Purpose and importance. Theories. How standards control function. Constructive inspection.
- 15. BOOK REVIEW AND ANALYSIS. To help student integrate thinking and develop an independent approach.

SOLVING PROBLEM CASES. Student pulls together all he has learned in the course and uses it in solving a Job problem.

The course will be offered on a first come, first served basis. It is hoped that a number of applications will be received in time for enrollment during June.

Students who fail, receive an incomplete, or withdraw from this course for other than officially approved reasons will be expected to reimburse FSI for the course cost of \$58.00. If a student fails to complete the course for official reasons, no record is sent to his Personnel File. If he fails to complete the course for other than official and approved reasons and reimburses FSI for the costs of his course, no record is sent to his Personnel File. However a record of "incomplete" or "failure" is sent to his file if he drops or fails the course for reasons not approved and fails to reimburse PSI. This record is then taken into consideration if training is requested at a later date.

All interested officers are requested to submit their applications to the Department on form DS-1131 Field Training Application in 💮 accordance with the instructions set forth in 2 FAM 551, 552.

Further information on the course may be obtained by writing to the Extension Training Division, Foreign Service Institute, Department of State, Washington, D. C. 20520.

Application forms may be obtained in the Personnel Office.

0	U. S. DEPARTMENT OF AGRICULTURS GRADUATE SCHOOL WASHINGTON, D. C. 20250	0
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June 3, 1965

EMPASSY MEMORANIUM

TO : All FSOs, FSSs and FSRs in !bxico City

PROM : Ralph Scarritt, Administrative Officer

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 Purpose and importance. Theories. How standards control function. Constructive inspection.
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NOTE: Application forms may be obtained in the Personnel Office.

			
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9. PREFERENCE FOR NEXT ASSIGNMENT:			
A. WRITE A BRIEF DESCRIPTION OF THE 1 THAT INDICATED IN ITEM NO. 6, ABOV			
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If my request for reassignm			
I would expect to continue			
of the priority assigned to			
like to have an opportunity			
in host government penetrat			
I am to be assigned elsewher to the exclusion of other of			
I have been using since 194		rei on rocatie	, with one
That of the contracting states by			
If transferred elsewhere, w	ould prefer assignment	as Chief of A	field installation
have twice been COB in WHD.			ı
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I do not wish a HQS assignm	ent at this .time. I have	re already had	three HQS tours.
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B MODELTS MAY ABLEMEN VOL. DOLLARS		ATTER VALLE VALLE	O TUE OCCUMENCATION COAPE
B. INDICATE WHAT FRAINING YOU BELIEVE to catalog of courses, if available). TOO SHOOFS HEAF IN DEDEM TO INC	MENZE AGRA AVERE 1	O IME ORCHHISTALION (1964)
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In 1963 I completed a four-	year stint as an instruc	itar at ISOLAT	TON GO DOF
believe further training is	in order at this time.		1
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9. PREFERENCE FOR WEST ASSIGNMENT (continued)	
C. INDICATE YOUR PREFERENCE FOR NEXT ASSIGNMENT BY IN THE BONES BELOW:	INSERTING NUMBERS 1, 2 AND 3 (for 201, 2nd and 3rd choice)
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SE ASSIGNED TO HEADQUARTERS FOR A TOUR OF INDICATE CHOICE OF COMPONENTS	DUTY. WITH RESPECT TO POSSIBLE ASSIGNMENT IN HEADQUARTERS.
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DE ASSIGNED TO ANOTHER FIELD STATION. BIT INDICATE CHOICE OF GIOGRAPHIC AREA OR SPEC	H RESPECT TO POSSIBLE REASSIGNMENT TO ANOTHER FIELD STATION.
1ST. CHOICE (COB) d' CHO	ice Madrid (DCOS) see. choice San Paulo (CRB)
10. HOW MUCH LEAVE GO YOU DESIRE BETFEEN ASSIGNMENTS?	INDICATE NUMBER OF TORK DAYS
11. INDICATE THE NUMBER AND AGE OF DEPENDENTS WHO WILL WIFE 37	DE TRAVELLING OR WOVING BITH YOU:
Daughter 12 Total dependents -	
114. INDICATE ANY CHANGE IN YOUR PERSONAL OR FAMILY BIT	FUATION WHICH SHOULD BE CONSIDERED IN DETERMINING YOUR NEXT
ASSIGNMENT Children are all of school age. To call	se of transfer, would prefer assignment to
Station having good schools.	se or evereter, source breter assignment co.
IR. BIGNATURE: COMPLETE LTEM NO. S-1. TRÂNȘMITȚAL SHEE	T. TO INDICATE COMPLETION OF ABOVE PORTION OF THIS FORM.
	PERVISOR AT FIELD STATION
	IANCE OF THE EMPLOYEE, HIS EXPRESSED PREFERENCE FOR HERT ATION, INDICATE YOUR RECOMMENDATION FOR HIS MEXT ASSIGNMENT
It is urged that this officer be allow	ed to return to Mexico City Station for a
second tour. He has excellent Spanish;	he has many worthwhile contacts with
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personnel. He has excellent contacts w	ith ODURGE (border) officials.
His unique (for this Station	enables him to meet persons of intere
· · · · · · · · · · · · · · · · · · ·	the midst of a long-range program which can
best be done by continuity.	
4. SIGNATURE: COMPLETE ITEM NO. 3-2, TRANSMITTAL SHEE	T. TO INDICATE COMPLETION OF THIS PORTION OF THE FORM. CE OFFICER OR PERSONNEL OFFICER AT HEADQUARTERS
S. IN CONSIDERATION OF THE PAST EXPERIENCE AND PERFORM	ANCE OF THE EMPLOYEE, HIS EXPRESSED PREFERENCE FOR NEXT MPONENT TO THICH HE IS CURRENTLY ASSIGNED. INDICATE YOUR
WH Division recommends that	Mr. Shaw return for a second
tour of duty in Mexico City foll	
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IMPORTANT

Central Processing Branch has been charged with responsibility (OPM 20-6-1 dated 12 October 1961) for ensuring that all employees processing PCS to the field have reviewed the field version of the Employee Conduct Bandbook. You will not be checked out for your proposed travel until you sign the following statement and return it to CPB. Your Personnel Officer can provide you with a copy of the Bandbook.

MEMORANDUM OF ULDERSTANDING

I hereby acknowledge that I have read and understand the contents of Field Handbook 20-4, Employee Conduct, dated 30 July 1962.

P. Slaw Signature

14 February 1963

ROBERT SHAW

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Experience in the handling of employee energencies has shown that the absence of certain personal data after delays and compli-cates the settlement of estate and financial matters. The information requested in this section may prove very useful to your family or attorney in the event of your disability or death and will be disclosed only when a requestances warrant. INDICATE NAME AND AUDRESS OF FUT SENTING INSTITUTIONS WITH WHICH TOU HAVE ACCOUNTS AND THE NAMES IN WHICH THE ACCOUNTS AND CHAPTED. AMONG PERSONAL EFFECTS HAVE YOU EXECUTED A POWER OF ATTORNEY! ADDITIONAL DATA AND/OR CONTINUATION OF PRECEDING ITEMS HIGNED AT HOS 14 Feb 1963

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	Supplement	to	Staff	Employee	Personnel	
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	Effective	2	7 Maro	1961		_

The purpose of this memorandum is to call your attention to aristing policies which are particularly material to you while you are and to set forth certain rights and obligations which are increase to your status as an appointed employee. It is hereby agreed and understood that:

- As an employee of this organization, at the present per annum, you will accept salary of CS-14 113.270 employment with another instrumentality of the Covernment (hereinafter referred to as effective as of 27 March You vill, insofar as consistent with your basic responsibility organization, abide by all the rules, regulations, practices and policies in order to appear as a conventional member of that establishment. Your appointment to your and salary of offected at ter annum. You are prohibited, except as specifically authorized berein, from retaining empluments paid
- It is understood and agreed that the minimum period of your oversess tour of duty is governed by and coincident with the prescribed premization. Currently, your prescribed tour tour of duty of your consists of a period of two years from the date of your arrival at your overseas post of duty. Your assignment may be terminated earlier for the convenience of this organization and the length of your tour of duty, as currently opecified, may be unilaterally changed by this organization in order to conform with subsequent changes in the prescribed tour of your If you request termination of your oversess assignment solely for your own convenience, unless it is for circumstances that are considered by this organization to be beyond your control or if you are terminated for cause under the regulations of this organization before you have completed the minimum period of service prescribed above from the date of arrival at your overseas post of duty, you will not be entitled to return travel or transportation for yourself or your dependents to the United States at Covernment expense. If you request termination of your overseas assignment solely for your own convenience, unless it is for circumstances that are considered by this organization to be beyond your control or if you are terminated for cause under the regulations of this organization before you have completed one (1) year of service from the date of your arrival at your overseas post of duty, you will be required to reimburse the Government for all of its expenses for your travel and transportation, and that of your dependents, from the continental United States to such overseas post of duty.

- 3. Travel to your post of duty overseas and your return travel to the United States, as well as travel performed overseas which is consistent with your cover designation, will normally be at the direction of your cover facility. Such travel will be accomplished in conformance with applicable regulations of your except when you are directed for operational reasons to perform travel in accordance with the regulations of this organization.
- 4. Salary and (except as provided in paragraph three (3) above) allowances paid by your shall be retained by you to the extent that they are less than or equal to the salary and allowance paymente due on the basis of your grade level with this organization. If such cover payments are less than the amount due, the difference will be credited to your payroll account with this organization. If such payments exceed the amount due, the overage will be remitted to this organization at designated intervals, presently

 Computations hereunder will be made on the basis of the aggregate gross due and received provided, however, that in computing remittances for overage Federal and, if applicable, District of Columbia income taxes withheld by against the overage may be deducted. To assure timely accuracy in your payroll account with this organization you are expected to immediately report payroll changes.
- 5. Your status as an employee of this organization will continue
 in full force and effect during your period of duty with your
 and you will continue to be entitled to all rights, benefits and employeers
 of such status. Certain variations in massadure will be required, however,
 to preserve the security of your
 - a. Upon into your you will continue to be covered by the provisions of the Civil Service Retirement Act, as amended, and at your personal expense you will be subject to payroll deductions for retirement purposes (now six and one-half per cent) on the basis of your cover salary or your salary from this organization, whichever is the greater.
 - b. If you receive tamble income from both your and this organization, necessary adjustments for Federal, and if applicable, District of Columbia income tax purposes will be made in conformance with instructions received from this organization.
 - c. Consistent with you will continue to be responsible for compliance with the rules and regulations of this organization.
 - d. You are not assured upon the completion of your period of duty with your over based on your services performed with that organization at the request of this organization.

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e. All e	nmual and aick leave t	hich is accru	led to your	r credit
at the time of	will be to	ransferred to	your	
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zation. Upon co	empletion of your	your	accrued ar	inval and
sick leave vill	be transferred to you	ir credit with	this orga	nization.
If security cond	litions require that ;	/our	BEA. ROS	a lump-
sum payment for	accrued annual leave,	you will be	required t	o pay the
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6. You will be required to keep forever secret this agreement and all other information which you may obtain by reason hereof, unless you are released in writing by this organization from this obligation. Violation of such secrecy may subject you to criminal prosecution under the Espionage Laws, dated 25 June 1948, as amended, and other applicable laws and regulations. The termination of your employment with this organization will not release you from the obligation of any security cath you may be required to take.

UNITED STATES GOVERNMENT

BY fare Marie Cernute
Personnel Office

ACCEPTED:

Robert T. Shaw

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GENERAL SERVICES ADMINISTRATION

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PERSONNEL FILES SECTION, DEPARTMENT OF STATE.

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DEPARTMENT OF STATE

Washington, D.C. 20500

March 9, 1973

The Honorable William P. Rogers The Secretary of State Department of State Washington, D.C. 20520

(2-4)

Dear Mr. Secretary:

It is with regret that I find it necessary to submit my resignation from the Foreign Service effective March 17, 1973.

I have enjoyed my years with the Foreign Service and hope that it will be possible for me to serve again in the future should circumstances permit.

Sincerely,

Kaller V Shaw

Robert T. Shaw

ELECTION, DECLINATION, OR WAIVER OF LIFE INSURANCE COVERAGE

FEDERAL EMPLOYEES GROUP LIFE INSURANCE PROGRAM

IMPORTANT AGENCY INSTRUCTIONS ON BACK OF ORIGINAL

TO COMPLETE THIS FORM-

FOLLOW THESE GENERAL INSTRUCTIONS:

- Read the back of the "Duplicate" carefully before you fill in the form.
 Fill in BOTH COPIES of the form. Type or use ink.
- . Do not detach any part.

7	FILL IN THE IDENTI	FYING INFORM	ATION BELOW	(please print or type):	
1	NAME (last)	(first)	(middle)	DATE OF BIRTH (month, day, year) SOCIAL SECURITY NUMBER	
	SHAW	ROBERT	TYLER	JUNE 18, 25	
1	EMPLOYING DEPARTMENT	OR AGENCY		LOCATION (City, State, ZIP Code)	
	STATE	- FOREIGN	SERVICE.	EMBASSY, MANAGUA	

2	MARK AN "X" IN ONE O	F THE BOXES BELOW (do NOT mark more than one):
J	Mark here if you WANT BOTH optional and regular insurance Mark here if you A	ELECTION OF OPTIONAL (IN ADDITION TO REGULAR) INSURANCE I elect the \$10,000 additional optional insurance and authorize the required deductions from my salary, compensation, or annuity to pay the full cost of the optional insurance. This optional insurance is in addition to my regular insurance.
	Mark here if you DO NOT WANT OPTIONAL but do want regular insurance (B)	DECLINATION OF OPTIONAL (BUT NOT REGULAR) INSURANCE I decline the \$10,000 additional optional insurance. I understand that I cannot elect optional insurance until at least I year after the effective date of this declination and unless at the time I apply for it I am under age 50 and present satisfactory medical evidence of insurability. I understand also that my regular insurance is not affected by this declination of additional optional insurance.
	Mark here if you WANT NEITHER regular nor optional insurance (C)	WAIVER OF LIFE INSURANCE COVERAGE I desire not to be insured and I waive coverage under the Federal Employees Group Life Insurance Program 1 understand that I cannot cancel this waiver and obtain regular In- surance until at least 1 year after the effective date of this waiver and unless at the time I apply for insurance I am under age 50 and present satisfactory medical evalence of in surability. I understand also that I cannot now or later have the \$10,000 additional optional insurance unless I have the regular insurance.

al care a	SIGN AND DATE, IF YOU MARKED BOX "A" OR "C", COMPLETE THE "STATISTICAL STUB." THEN RETURN THE ENTIRE FORM TO YOUR EMPLOYING OFFICE.	FOR EMPLOYING OFFICE USE ONLY (official receiving date stamp) February 9, 1968 February 9, 1968 Future 8 J. Young, Acts Admin Office
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DESIGNATION OF BENEFICIAR FEDERAL EMPLOYEES' GROUP LIFE

IMPORTANT

Read instructions on back of duplicate before filling in this form

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IMPORTANT.—The filing of this form will completely cancel any Designation of Beneficiary under the Federal Employees' Group Life Insurance Act you may have previously filed. Be sure to name in this form all persons you wish to designate as beneficiaries of any group life and accidental death insurance payable under that act at your death.

EXAMPLES OF DESIGNATIONS

How To DESIGNATE ONE BENEFICIARY

Type or print first name, middle initial, and last name of such bedeficiary.	Type or print address of each beauticing	Relationship Share to be paid to such beneficiary
Mary E. Brown	214 Central Avenue, Muncie, Ind.	Niece All
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HOW TO DESIGNATE MORE THAN ONE BENEFICIARY

Type or print first pame, ratiolic initial, and last name of each beneditary	nd last name Type or print address of each beneficiary		Share to be paid to each beneficiary
Alice M. Long	509 Canal Street, Red Bank, N. J.	Aunt	One-fourth
Joseph P. Brady	360 Williams Street, Red Bank, N. J.	Nephew	One-fourth
Catherine L. Rowe	792 Broadway, Whiting, Ind.	Mother	One-half

HOW TO DESIGNATE A CONTINGENT BENEVICIABLE

Type or print first name, middle initial, and last name of card beneficiary	Type or print address of each brankclary	Holationship	Share to be paid to
John M. Parrish, if living	810 West 180th Street, New York, N. Y.	Father	A11
Otherwise to: Susan A. Parrish	810 West 180th Street, New York, N. Y.	Sistor	A11
*			•

HOW TO CANCEL A DESIGNATION OF BENEFICIARY SO THAT AMOUNT DUE WILL BE PAYABLE AS PROVIDED IN THE LAW

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DESIGNATION OF BENEFICIARY

UNPAID COMPENSATION OF DECEASED CIVILIAN EMPLOYEE

IMPORTANT

Read instructions on back of duplicate before filling in this form

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IMPORTANT.—The filing of this form will completely cancel any designation you may have previously filed. To aure to name in this form all persons you wish to designate as beneficiaries of any expected compensation payable at your death.

EXAMPLES OF DESIGNATIONS

Type or print first name, middle initial, and last name Type or print first name, middle initial, and last name Catherine M. Jackson* 2808 Southern Avenue, Filliams, Ind. Sister All How To Denignate More Than One Beneficiary Type or print first name, middle initial, and last name Type or print first name, middle initial, and last name Type or print first name, middle initial, and last name Type or print first name, middle initial, and last name Type or print first name, middle initial, and last name Type or print address of each beneficiary Materials bare to be paid to sold beneficiary Susan L. Brown** 110 Prince Street, Anniston, N. Y. Aunt One-fourth Mary Joe Carson 230 Duke Street, Anniston, N. Y. Biece One-fourth

Susan L. Brown** 110 Prince Street, Anniston, N. Y. Aunt One-fourth Mary Joe Carson 230 Duke Street, Anniston, N. Y. Biece One-fourth Elizabeth H. Howard 2301 State Street, Weaver, Unio Mother One-half

How To Designate a Contingent Beneficiary Type or print first name, middle indust, and last name Type or print his designation in the print address of the

How To Cancel a Designation of Beneficiary so That Amount the Will Be fixed as Propies in the Law

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DESIGNATION OF BENEFICIARY

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EXAMPLES OF DESIGNATIONS

HOW TO DESIGNATE ONE BENEFICIARY

Type or print first name, middle initial, and last name of each beneficiary	Type or print address of each beneficiary	Relationship	Share to be paid to each beneficiary
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How To DESIGNATE MORE THAN ONE BENEFICIARY

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Alice M. Long	509 Canal Street, Red Bank, N. J.	Aunt	One-fourth
Joseph P. Brady	360 Williams Street, Red Bank, N. J.	Nephew	One-fourth
Catherine L. Rowe	792 Broadway, Whiting, Ind.	Mother	One-half

How To Designate a Contingent Beneficiary

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HOW TO CANCEL A DESIGNATION OF BENEFICIARY SO THAT AMOUNT DUE WILL BE PAYABLE AS PROVIDED IN THE LAW

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*Do not write name as M. E. Brown or as Mrs. John H. Brown.

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REVISED DECEMBER 1964
U.S. CIVIE SERVICE COMMISSION
F.P.M. CHAPTER 299

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PUB. LAN H9-301

15 NOVEMBER 1965

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SHAW ROBERT T

DEPARTMENT OF STATE PAY ROLL CHANGE SLIP

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SHAW ROBERT T

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POINTMENT AFFIDAVITS (As defined in 5 USC 21a and 21b)

an States Towerst District Embassy of the United States of America

Robert T. Shaw

do solemnly swear (or affirm) that

OATH OF OFFICE

I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely without any mental reservation or purpose of evasion; that I will well and faithfully discharge the duties of the office on which I am about to enter, SO HELP ME GOD.

B. AFFIDAVIT AS TO SUBVERSIVE ACTIVITY AND AFFILIATION

I am not a Communist or Fascist. I do not advocate nor am I knowingly a member of any organization that advocates the overthrow of the constitutional form of the Government of the United States, or which seeks by force or violence to deny other persons their rights under the Constitution of the United States. I do further swear (or affirm) that I will not so advocate, nor will I knowingly become a member of such organization during the period that I am an employee of the Federal Government or any agency thereof.

C. AFFIDAVIT AS TO STRIKING AGAINST THE FEDERAL GOVERNMENT

I am not participating in any strike against the Government of the United States or any agency thereof, and I will not so participate while an employee of the Government of the United States or any agency thereof. I do not and will not assert the right to strike against the Government of the United States or any agency thereof while an employee of the Government of the United States or any agency thereof. I do further swear (or affirm) that I am not knowingly a member of an organization of Government employees that asserts the right to strike against the Government of the United States or any agency thereof and I will not, while an employee of the Government of the United States or any agency thereof, knowingly become a member of such an organization.

D. AFFIDAVIT AS TO PURCHASE AND SALE OF OFFICE

I have not, nor has anyone acting in my behalf, given, transferred, promised or paid any consideration for or in expectation or hope of receiving assistance in securing such appointment.

Robert T. Shaw		(Abert Xhaw
(Type that of appointee)	**************************************	(Signature of appointer)
Subscribed and aworn before me this	15th day of Octo	ober
•	at	Mexico, D. P. / Saico
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(SEAL)	Cometal	of the Cared nates of America
Department of State	Foreign Service of the U.	.S. Mexico P.P., Mexico
(Unput inset or agency)	(Bursu or division)	(Pine of employment)
Consul		September 10, 1963
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NOTE.—The oath of office must be administered by a person specified in 5 U.S. C. 18, or by a person designated to administer oaths under Section 206, Act of June 26, 1943, 5 U.S.C. Iba. by a Notary Public, the date of expiration of his commission should be shown.

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CIVIL OFFICER APPOINTMENT AFFIDAVITS (As defined in 5 USC 21s and 21b)

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A. OATH OF OFFICE I will support and defend the domestic; that I will bear true from without any mental reservation duties of the office on which I a	faith and allegiance to the or purpose of evasion; the	same; that I take this at I will well and faithf	obligation freely
I am not a Communist or F organization that advocates the United States, or which seeks b Constitution of the United State will I knowingly become a meml of the Federal Government or as	Pascist. I do not advocate overthrow of the constitute of the cons	te nor am I knowingly tutional form of the G ny other persons their r affirm) that I will not	overnment of the rights under the so advocate, nor
C. AFFIDAVIT AS TO STRIKING AG	AINST THE FEDERAL GOVE	RNMENT	
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I have not, nor has anyone consideration for or in expectation Robert Tyler Shaw	on or hope of receiving a	ven, transferred, promissistance in securing su Robert VI	ch appointment.
(Type Besus of apposites)		(Signat ue di apparatee)
Subscribed and aworn before me this.	27th day of		, A. D. 1963,
•	••	Markdonkan	D. C.
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NOTIFICATION OF SECURITY CLEARANCE UNDER E.O. 10450

TO:	Director, Office of Attn: Mr. John Ord		date: p	ebruary 1, 1963
SUBJECT:	SHAW, Robert Tyler (DOB: 6/18/25)		*	·
_x /	APPLICANT. If sub of this notificati Office of Security	on, this clearance		
. 🗇	EMPLOYER.			
The	case of above-named	person has been rev	riewed in th	e Office of Security
with.	stigative requiremen	ts of Executive Ord	er 10450 ha	we been complied
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4-14/63 STANDARD FORM 37 U.S. CIVE MERVICE COMMISSION APPLICATION FOR FEDERAL EMPLOYMENT 1 Aird of position applied for, or name of examination DO NOT WRITE IN THIS BLOCK Free I'm od Examining Office Only FOREIGN SERVICE RESERVE Material Latered Register 2. Oppose for which you wish to be considered (if listed to example) Appen. Mohan. Nunsppus, Retorn FOREIGN SERVICE App. Reviewed: Орнов Creade Preference Disinte (Tent.) 6 Home phone 10 B. Legal or vesting residence (Time) 1 . Other ARI ZONA Divid. 135 Investi-12. Marital status Married II. Sen Single (18cl, unlowed, disorted) 13. Histophus (City and Mate, or foreign country) Washington, D. C. 14 Birth date ! Month, day, year) June 18, 1925 16. If you have ever been employed by one repers souvernment grade and job side a Presently employed by Dept. of State train in service in that grade May 1961 Present D AVAILABILITY INTORMATION A. Lowest grade or pay you is Will you accept temporary approximent. (Acceptance or refund of temporary employment will ask affect your consideration will asked afform other approximents.)

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IF YOU NEED ADDITIONAL EXPERIENCE BLOCKS USE STANDARD FORM 57-A OR BLANK SHEETS

SEE INSTRUCTION SHEET

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STANDARD FORM STA MAY 1994—U.S. COVE STANDARD COMMISSION

CONTINUATION SHEET FOR STANDARD FORM 17 "Application for FaJeral Employment"

37-202

INSTRUCTIONS .- Pill our this form only when necessary for completion of Heia 16, "EXPERIENCE," on Standard Form 37. Enclose with your application. Types rise or write clearly in dark ink

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EXACT TITLE OF YOUR POSITION

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ANSWER ALL QUESTIONS BY PLACING "X" IN PROPER COLUMN .	115	1.0
29. Are you a citizen of the Linted States of America"	X.	١.
26 Are you non, or have you ever been, a member of the Communist Party, U.S.A., the Communist Political Association, the Vi	nug	7
Communist League, or any Communist organization?	tion ,	
of persons which is totalizarian, fascist, Communist, or subsertise, or which has adopted, or shows, a policy of advisaring or ap- ing the communition of arts of force or violence to deny other persons their rights under the Constitution of the United State which seeks to after the form of government of the United States by unconstitutional means?	. or i	X
If your univer to 26 and/or 2° above is "Yev," state on a separate sheet attached to and made a part of this application the names of such organizations, associations, movements, groups or combination of persons and dates of membership. (size complete details of your activities and make any explanation you desere regarding your membership or activities. (See Instruction Sheet.)	(will then	_
Have you any physical handicap, chronic disease, or other disability?		X
9. Here you ever had a nervous breakdowa?	├	X
0. Have you ever had tuberculosis?		
1. Have you geet been batted by the U.S. Cavil Service Commission from taking examinations or accepting civil service appointment? poor ansure is "Yes," give date of and reasons for such debarasest in lies 49.)	(1)	x
2. Does the United States Government employ in a civilian capacity any relative of yours (by blood or marriage) with whom you live	04	-
base lived within the past 24 months? Jour ansure is "Yes," give in Irim 10 for F4(II such relative (I) full name; (2) present address; (3) relationship: (4) departmentagency by which employed, and (19) tend of appointment.	1	X
5. Do you receive or have you applied for an annuity from the United Mates or District of Columbia Government under any returner		-
If your uniter it "Fei," give details to Irem 49.		X
t. Are you an official or employee of any State, territory, county, or municipality?] [_
of year winter is 111, give urain in arm 37.		X
i. Have you ever been dischärged (fired) from employment for any reason?		-¥.
5. Have you ever resigned (quit) after being informed that your employer intended to discharge (fire) you for any reason?		
If your answer to 33 or 36 above is "Yes," give details in Item 39. Show the name and address of employer, approximate date, and reas	** [25]	~ ~ ~ £
en each case. This information should agree with statements made in Item 19-Fxpersence.	1. * 1	
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RESIGNATION

Washington, D.G. April 20, 1961

The Honorable
The Secretary of State
Washington, D.C.

Dear Mr. Secretarys

It is with great regret that I submit my resignation from The Foreign Service to accept other employment.

I have enjoyed my years with the Service and the fine people comprising it and hope that at some future time I may be able to return to the Service.

Respectfully,

Robert T. Shaw Foreign Service Reserve Officer

5.15-61

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A1950 SHAW ROBERT T

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INDARU FORM NO 618 REVISED MARCH 1996 APPROVED BY COMP GEN U.S.

POINTMENT AFFIDAVITS

PER LIL (As defined in 5 USC 21a and 21b)

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I Robert Tyler Shaw	(-Arizone) Virgisia
(Name in full)	(State)
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do solemnly swear (or affirm) that

A. OATH OF OFFICE

I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely without any mental reservation or purpose of evasion; that I will well and faithfully discharge the duties of the office on which I am about to enter, SO HELP ME GOD.

B. AFFIDAVIT AS TO SUBVERSIVE ACTIVITY AND AFFILIATION

I am not a Communist or Fascist. I do not advocate nor am I knowingly a member of any organization that advocates the overthrow of the constitutional form of the Government of the United States, or which seeks by force or violence to deny other persons their rights under the Constitution of the United States. I do further swear (or affirm) that I will not so advocate, nor will I knowingly become a member of such organization during the period that I am an employee of the Federal Government or any agency thereof.

C. AFFIDAVIT AS TO STRIKING AGAINST THE FEDERAL GOVERNMENT

I am not participating in any strike against the Government of the United States or any agency thereof, and I will not so participate while an employee of the Government of the United States or any agency thereof. I do not and will not assert the right to strike against the Government

of the United States or any agency thereof while an employee of the Government of the United States or any agency thereof. I do further swear (or affirm) that I am not knowingly a member of an organization of Government employees that asserts the right to strike against the Government of the United States or any agency thereof and I will not, while an employee of the Government of the United States or any agency thereof, knowingly become a member of such an organization. D. AFFIDAYIT AS TO PURCHASE AND SALE OF OFFICE

I have not, nor has anyone acting in my behalf, given, transferred, promised or paid any consideration for or in expectation or hope of receiving assistance in securing such appointment.

Robert Tyler Thaw Subscribed and sworn before me this 19th day of August at .. Nogales, Senor & .. Kerleo Service No. 22863 Item No. 58 Fee! Nil

Consul of The Chile's Listes of Acortes

Department of State Foreign Service of the V.S., Negales, soners, Maxtoo

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CIVIL OFFICER

APPOINTMENT AFFIDAVITS (As defined in B DBC 21s and 21s)

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CIVIL OFF. CER APPOINTMENT AFFIDAVITS (As defined in 5 USC 21s and 21b)

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D. AFFIDAVIT AS TO PURCHASE AND SALE I have not, nor has anyone acting consideration for or in expectation or he	of office in my behalf, given, transferred, promised or paid any ope of receiving assistance in securing such appointment.
Robert T. Shaw (Type name of appendice)	Poliaw (manufacture)
Subscribed and sworn before me this 17th	day of
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NOTIFICATION OF SECURITY CLEARANCE UNDER E.O. 10450

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TO:	Director, Office of Personnel DATE: May 7, 1956 Attention: Mr. Howard P. Mace
SUBJECT:	SHAW, Robert Tyler (DOB 6/18/25)
	APPLICANT. If subject is not appointed within 90 days of the date of this notification, this clearance must be revalidated by the Office of Security.
	EMPLOYEE.
The o	case of above-named person has been reviewed in the Office of Security
Inver	stigative requirements of Executive Order 10450 have been complied
	is been determined that the employment or retention in employment of sclearly consistent with the interests of national security.
clearance that prior in the eve ment requi of Securit determinat	shall remain in effect for all purposes until further notice except approval must continue to be requested from the Office of Security nt of marriage to an alien, Presidential appointment, any appointing Senate confirmation, and transfers or assignments to the Office y, R Area Special Projects Staff, and cryptographic duties. (This ion shall not eliminate or modify any other determination on securmay be required by law).
REMARKS:	
	Investigative reports are attached. Please return these reports to the Office of Cacurity within 10 days together with the names of the individuals who have reviewed them listed on the extra copy of this form herewith furnished.
	Director, Office of Security
	Dennis A. Flinn
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Robert T. Chas 18 June 1925

STANDARD FORM 57 - continuation \$16 5.

September 1943 - Harch 1945 Pfc U. S. Army United States Honorable Discharge

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Robert T. Shaw

Yours very truly,

NOTIFICATION OF SECURITY CLEARANCE UNDER E.O. 10450

DATE: 6 July 1954

Director, Office of Personnel Attentions Mr. Robert Ryan

TO:

	7 APPLICANT. If subject is not appointed within 90 days of the day of this notification, this clearance must be revalidated by the Office of Security.
· 🗷	7 EMPLOYEE.
The	case of above-named person has been reviewed in the Office of Secur
Investib.	estigative requirements of Executive Order 10450 have been complied
	has been determined that the employment or retention in employment of its clearly consistent with the interests of national security.
that price in the event request of Securi	e shall remain in effect for all purposes until further notice exceptor approval must continue to be requested from the Office of Security ent of marriage to an alien, Fresidential appointment, any appointment confirmation, and transfers or assignments to the Officity, R Aroa Special Projects Staff, and cryptographic duties. (This
ity which	tion shall not climinate or modify any other determination on secur- may be required by law).
ity which	Investigative reports are attached. Please return these reports to the Office of County within 10 days together with the sizes of the individuals who have reviewed them listed on the extra copy
ity which	Investigative reports are attached. Please return these reports to the Office of County within 10 days together with the sizes of the individuals who have reviewed them listed on the extra copy
ity which	Investigative reports are attached. Please return these reports to the Office of Scourty within 10 days together with the sames of the individuals who have reviewed them listed on the extra copy of this form herewith furnished.
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ity which	Investigative reports are attached. Please return these reports to the Office of Security within 10 days together with the same of the individuals who have reviewed them listed on the extra copy of this form herewith furnished. Sirector, Office of Security

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NOTIFICATION OF PERSONNEL ACTION NAME (1811) (81881) (81881) DATE OF BIRTH SEA LEGAL AUTHORITY Shaw Robert T. NATURE OF ACTION Periodic Step Increase FROM FUNCTIONAL TITLE POST CLASS AND BALARY PSS-9 \$4899 PSS-9 \$5079 PPROPRIATION LIGHTHANT COSTION UNIDER INDEP. LEGAL LEGAL LEGAL LEGAL LEGAL LEGAL RESIDENCE BRANCH OF SERVICE ETERAN BRANCH OF SERVICE BRANCH OF SERVICE MARITAL STATUS CHILDHEN MARITAL STATUS CHILDHEN MARITAL STATUS CHILDHEN MARITAL STATUS CHILDHEN MARITAL STATUS CHILDHEN MARITAL STATUS CHILDHEN ABOVE ACTION AND CONTINUANCE OF STATUS EFFECTED THEREBY ANE SUBJECT TO SEL APPLICABLE LAWS. RULES AND REGULATIONS. THE ACTION MAY BE CORNECTED OR CANCELLED IN NOT IN ACCORDANCE WITH ALL REQUIREMENTS.	.04 / 8+4 804, 8+1-81		Dr	900-100-00E-700		and a	Opere	tion		DA	July 1	6, 199
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CIVIL OFF.CL.. APPOINTMENT AFFIDAVITS

(As defined in 5 USC 21a and 21b)

Arizona

do solemnly swear (or affirm) that	
domestic; that I will bear true laith	nstitution of the United States against all enemies, foreign and and allegiance to the same; that I take this obligation freely urpose of evasion; that I will well and faithfully discharge the out to enter, SO HELP ME GOD.
unconstitutional means, or seeking by Constitution of the United States.	st. I do not advocate nor am I a member of any organization dovernment of the United States by force or violence or other force or violence to deny other persons their rights under the I do further swear (or affirm) I will not so advocate, nor will ion during the period that I am an employee of the Federal
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D. AFFIDAVIT AS TO PURCHASE AND SAI I have not, nor has anyone actin consideration for or in expectation or	LE OF OFFICE ng in my behalf, given, transferred, promised or paid any hope of receiving assistance in securing such appointment.
Robert T. Shay	Robint Portion
Subscribed and sworn before me this20	th day of Nay , A. D. 19 ⁵² , at Washington, D.C.

NOTE.—If the oath is taken before a Notary Public, the date of expiration of his commission should be shown.

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Office Memorandum . United STATES GOVERNMENT

70	:	FP -	Mr.	Howard	Mace	012		DATE:	April	29;	1952
FROM	:	sy -	Mr.	Donald	L. Nicholson	\mathcal{V}^{\prime}					

SUBJECT: SHAW, Robert Tyler

Investigation of subject has been conducted with results as indicated below.

SECURITY:

- (X) Security clearance is given for appointment or continued employment.
- () Security clearance of subject is not given.
- () This is an ALIEN CASE. The usual restrictions are applicable.

REMARKS:

- () Investigation reveals personnel information which you may desire to review prior to appointment.
- (x) Investigation discloses that the subject has been cleared under E. 0. 9835.
- () Investigation has verified subject's satisfactory service with armed forces.
- () Investigation has been completed as required by Public Law Congress.
- () Investigation does not include FRT check. It an unfavorable report should be received at a later cate from the FRT which would necessitate concelling of this security clearance, you will be so advised.

() Please return the attached file to this office upon the completion of personnel action.

ATTACHBENTS:

CCa:SY:HFLdunemen:cfs

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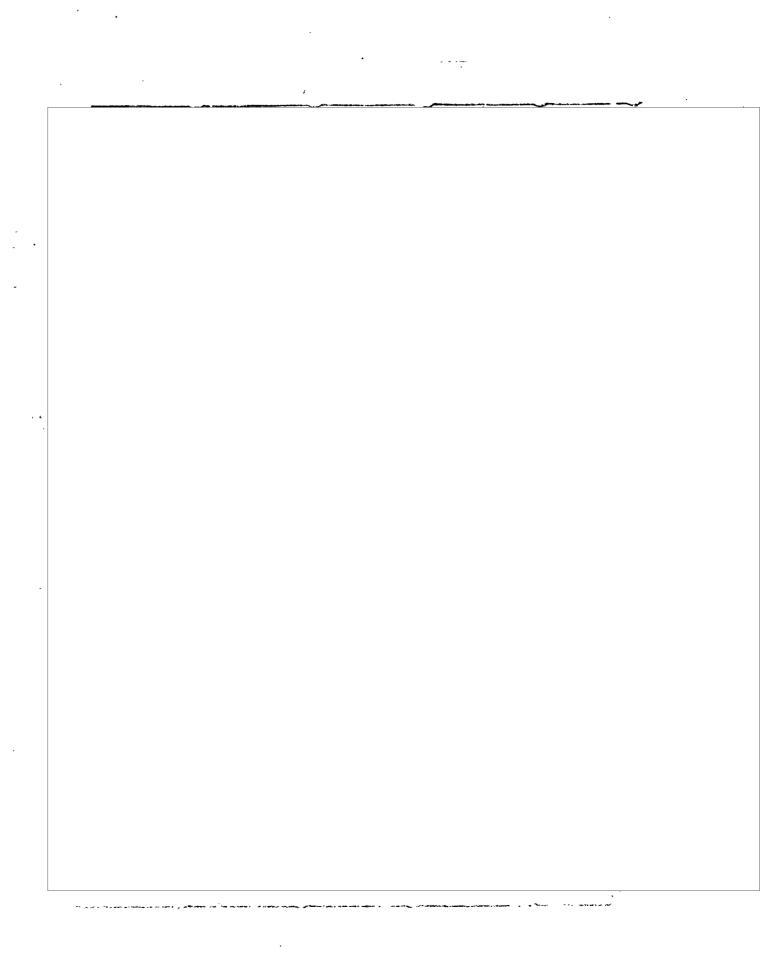
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